

.....

Class Specifications
for the Class:

AUTOMOTIVE MECHANIC HELPER

Distinguishing Characteristics

Performs mechanical work in the adjustment, maintenance and repair of gasoline or diesel engines and motorized equipment under the supervision of a higher level automotive mechanic, and performs routine tasks involved in the major overhaul of engines. Completed work is inspected by a journey-level automotive mechanic.

Examples of Duties *(Positions may not be assigned all of the duties listed, nor do the examples necessarily include all of the duties that may be assigned. The omission of specific statements does not preclude the assignment of such duties if they are a logical assignment for the position. The classification of a position should not be based solely on the examples of duties performed.)*

Checks and adjusts brakes; installs fuel pumps, generators and carburetors; checks tools; adjusts motors, aligns front ends, straightens frames and wheels; replaces spring and shock absorbers; checks and replaces spark plugs, ignition motors, arms and electrical wiring or the ignition system; makes inspections of motorized equipment and tightens bolts, nuts, screws and other loose parts; notifies journey-level automotive mechanic to make the final check of the work; assists an automotive mechanic in disassembling motors by pulling valves, removing crankcase and pulling pistons and gears.

Minimum Qualification Requirements

Experience and Training: Two (2) years of work experience as an apprentice or helper under a journey-level automotive mechanic, or any equivalent combination of training and experience.

Knowledge of: Practices, tools, materials and equipment used in the automotive mechanic trade; principles of internal combustion engines; parts and accessories of motorized equipment; occupational hazards and safety practices applicable to the trade.

Ability to: Operate motorized equipment; perform routine mechanical work; use the tools employed in motor repair and adjustment work; give and receive both oral and written instructions.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the specifications for the class AUTOMOTIVE MECHANIC HELPER, which were approved on February 5, 1963.

DATE APPROVED: 7/23/2012



BARBARA A. KRIEG, Director
Department of Human Resources Development